

Country of Origin Labeling Division

1400 Independence Avenue, SW. Room 2620-S, STOP 0216 Washington, DC 20250-0216

Country of Origin Labeling (COOL) Corporate Contact Designation Form

To ensure that official USDA correspondence resulting from COOL retail surveillance activities is received by the correct corporate official and to streamline the response process, firms may designate corporate headquarters and a specific individual as the responsible entity for responding to COOL non-compliances and other correspondence. If so designated, COOL correspondence will be sent to the corporate contact as stated below via e-mail as a courtesy, in addition to retail store locations where the retail review was conducted. Please communicate with your store management teams so that multiple, redundant responses are not submitted for the same COOL review. Only one corporate contact can be designated for each firm. Please complete the following information and submit by e-mail to COOLAudit@ams.usda.gov or via fax to (202) 354-5062.

Company Name:	
Perishable Agricultural Commodities Act (PACA) License Number:	
Store Banner Name(s):	
COOL Corporate Contact:	
Title:	
Mailing Address: (No P.O. Boxes)	
City / State / Zip Code:	
E-mail Address:	
Phone Number:	
Fax Number:	

By completing, signing and submitting this form, I request that all COOL correspondence be sent to the corporate contact e-mail address as stated above and understand that the designated corporate contact is responsible for responding to USDA. This COOL Corporate Contact Designation Form is subject to a December 31, 2014 expiration date. Companies are required to resubmit this form when changes to the information occur or at the time of expiration.

Signature Date